*Lee Middle School***School Site Council (SSC) Agenda/Minutes October/November**

<b>Meeting Date:</b> Thursday, Oct. 29th 2020	<b>Meeting Location:</b> Virtual--Zoom: <a href="#">Zoom link</a>
<b>Starting Time:</b> 4:00pm	<b>Ending Time:</b> 5:00

**Participants:** Elected SSC Council Members. All staff, parents and members of the public invited.

Item/Time Limit	Actions Requested	Person Responsible	Comments/Student&Parent Advice
<b>1. Call to Order (1 minute)</b>	<b>None</b>	<b>Chair</b>	Manahil called the meeting to order at 4:00pm
<b>2. Roll Call (1 minute)</b>	<b>None</b>	<b>Secretary</b>	Casey, PJ, Ramon, Metzzy, Manahil, Alisha, Shelley, Jackie, Danielle (Hector joined as a guest)
<b>3. Additions/Changes to Agenda (1 min.)</b>		<b>Chair</b>	None
<b>4. Reading and Approval of Minutes (5 min.)</b>		<b>Secretary</b>	Minutes from the September meeting were read and approved. PJ moved, Danielle seconded. Unanimous approval
<b>5. Reports of Officers/Committees (10 min.)</b> • ELAC		<b>Chair</b>	Mr. Molina provided an update from the ELAC meeting
<b>6. Public Comment (5 min.)</b>	<b>*Not Applicable</b>	<b>Chair</b>	None

**\*Under the Open Meeting Law, no action related to public comment may be acted upon at the meeting. Issues raised at the meeting may be scheduled for another SSC meeting, as approved by the council. Public comment is generally limited to two minutes per person.**

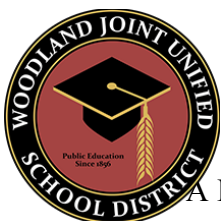
<b>7. Unfinished Business (0 min.)</b>	NA	<b>Principal</b>	None
<b>8. New Business (45 min.)</b>		<b>Chair/Principal</b>	

<ul style="list-style-type: none"> <li>● <b>Review and approve Family Engagement Policy</b></li> <li>● <b>Review and approve School Parent Compact</b></li> <li>● <b>Data Review: Attendance August-Sept</b></li> <li>● <b>Data Review: Grades-1st Grading Period</b></li> </ul>	<p>Approve Family Engagement Policy</p> <p>Approve compact</p>		<p>Ms. Stewart moved, Ms. Shifrine seconded to approve the Family Engagement policy and School Parent Compact. Unanimous approval.</p> <p>Ms. Friery and Mr. Molina presented data on grades and attendance during the first grading period. Site Council discussed the data and offered suggestions to improve outcomes including:</p> <ul style="list-style-type: none"> <li>● finding a way in Canvas for parents to help track upcoming assignments with students</li> <li>● having more consistency in Canvas between teachers</li> <li>● incorporating PAWS mentors to provide academic support</li> <li>● creating more social/extracurricular options for students</li> <li>● providing incentives to students like WCW tix</li> <li>●</li> </ul>
<p><b>9. Adjournment (1 min.)</b></p>		<p><b>Chair</b></p>	<p>Manahil adjourned the meeting at 5:15pm</p>
<p><b>Next Meeting is 12/3/2020 (if needed)</b></p>			

Prepared By: **Shelley Friery** (signature)  
(type name)

Date: 10/23/2020

Attach sign-in sheet



*Lee Middle School*

**A MUST BE POSTED 72 HOURS PRIOR TO THE MEETING DATE**

**School Site Council (SSC)****Legal Mandates and Recommendations****Date Accomplished:**

9/28/2020	Election of SSC Council- <b>Mandate</b>
9/28/2020	Professional Development and Training for SSC-Roles and Responsibilities- <b>Mandate</b>
9/28/2020	Development of Bylaws- Recommended
9/28/2020	Develop Meeting Calendar for 2019-2020- <b>Mandate</b>
10/29/20	Review Student Achievement Data- <b>Mandate</b>
	Monitor the Implementation of the School Plan for Student Achievement- <b>Mandate</b>
	Coordinate with the Safety Committee to approve the <i>School Safety Plan</i> - <b>Mandate</b>
	Complete a Comprehensive Needs Assessment, with identification of key areas for improvement- <b>Mandate</b>
	Evaluate the effectiveness of the School Plan for Student Achievement- <b>Mandate</b>
	Coordinate with ELAC to review programs for English learners- <b>Mandate</b>
	For newly identified CSI schools only: Revision of the School Plan for Student Achievement/ improvement plan- <b>Mandate</b>
	Obtain Recommendations from other school site advisory, standing and special committees regarding the focus of the School Plan for Student Achievement- <b>Mandate</b>
	Develop and approve School Plan for Student Achievement, in coordination with ELAC, approval of ELAC- <b>Mandate</b>